

General Services Office  
33 Nine Elms Lane  
London SW11 7US

June 30, 2021

**Subject:** Request for Quotation Notice 19UK5621Q0064

The US Embassy London intends to issue a Request for Quotation (RFQ = Request for Quotation) for “Foreign Language Media Translations and Summaries in English.”

If a firm/individual is interested in competing for this requirement, please ensure that you request a copy of the Request for quotation package documents before **July 15, 2021** at the following email address: [LondonProc@state.gov](mailto:LondonProc@state.gov). Any request made after **12 pm (noon) July 15, 2021** cannot be accepted.

Electronic submissions will be accepted

**Only companies/Individuals specializing in this field should apply for a solicitation package.**

It is now compulsory for all companies doing business with the U.S. Government valued over \$30,000 to register on a website called “SAM – System for Award Management”. [www.sam.gov](http://www.sam.gov) the website compiles standard information such as company legal name, street address, contact information, and what kind of goods and services it offers. To register in SAM, a DUNS number and a NCAGE code are required. If you do not have this information, one has to be obtained before registering. There is no cost involved, neither in obtaining the numbers, nor registering in SAM. Interested parties are strongly encouraged to register their business as soon as possible to avoid any delay in making an award to the successful bidder.

Please note individuals are exempt from SAM registration.